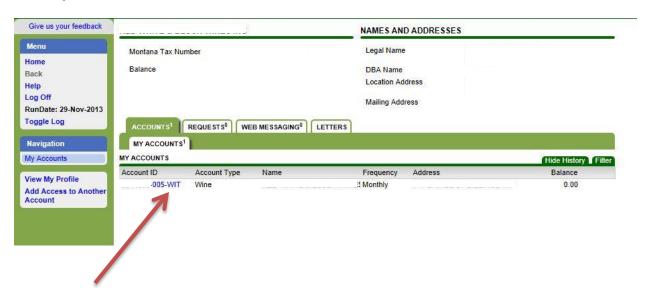
## Reporting Monthly Wine Tax on TAP

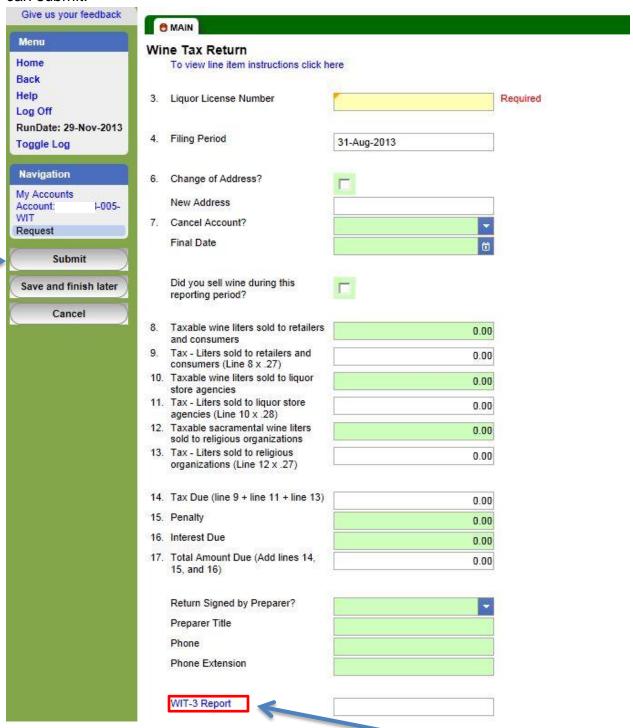
Once you have registered for account access and logged in you will see the following screen; Click on the WIT Account Link.



Select your WIT account for a list of available periods (shown below). Click the "File Now" link in blue for the month you are reporting tax.



You can now fill in your tax return. You need to complete all required fields before you can submit.



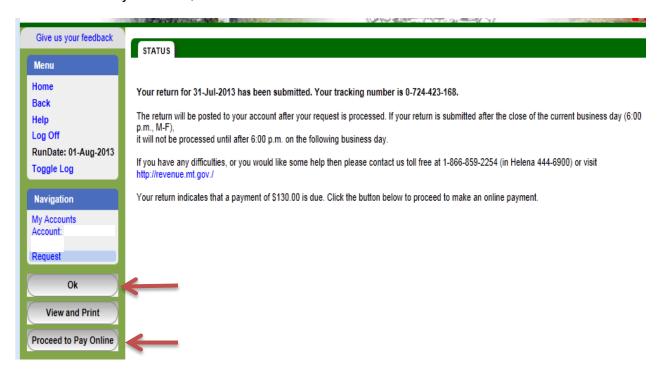
If you have a direct ship endorsement to sell directly to consumers or you are shipping directly to retailers, you must complete the WIT-3 Report by clicking on the blue link.

On this form please list all the sacramental wine or table wine you have shipped to retailers or sacramental wine licensees and sales that were shipped directly to consumers in Montana. When completed select "OK".

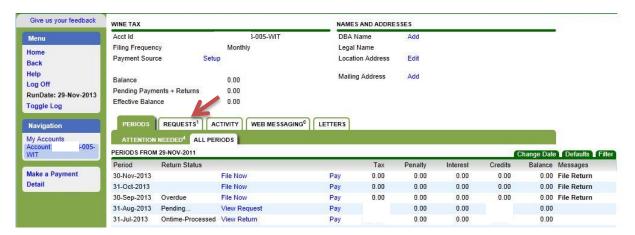


Now you are ready to "Submit" your return by clicking on the grey Submit button on the left hand side of your screen (see page two for a visual).

After Selecting "Submit" it will bring you to this screen, from here you can select either "Proceed to Pay Online", "View and Print" or "Ok"



If you select "Ok" you will be returned to the home screen. From there select your WIT account and Click on the "Requests" tab.



If you have filed everything correctly you will see the following screen and a request in Pending Status.

